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11-27-78 By: SS

JAN 27 1954

MEMORANDUM FOR: Director of Security

SUBJECT : Magazine Subscriptions (Reception Areas)

REFERENCE : Memo for A-DD/A from Director of Security dated  
14 Jan 54, subject: same as above

1. In view of the referenced memorandum and the Director's opinion that appropriate reading material should be available for visitors in the Washington area reception rooms, I have reviewed the manner in which this could be accomplished.

2. The CIA Library, OCD, is allotted funds for the purpose of procurement of newspapers, magazines, books and other periodicals for the needs of the entire Agency. Though its budget estimates and subsequent allotments are based upon the needs of each Agency component as expressed in annual estimates given to the CIA Library, there is sufficient flexibility in the current allotment to absorb requirements for reception rooms for the balance of this fiscal year.

3. Accordingly, it is requested that the Security Office make an analysis of the types and numbers of periodicals which would be appropriate as reading material in the reception rooms, in collaboration with the CIA Library, and make a request upon the Library to procure and provide such periodicals for the reception rooms.

4. For subsequent fiscal years, the Security Office should program its requirements in accordance with the procedures established by the Library to insure that sufficient funds are made available to the Library for this purpose.

(7)

L. K. WHITE  
Acting Deputy Director  
(Administration)

SA/DD/A:RDEH - WEB/sh(25 Jan 54)

- 1 - CIA Library
- 1 - Comptroller

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2 - DD/A [Signature]

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